



ENVIRONMENTAL HEALTH DIVISION

Lodging Facilities Plan Review and Permit Application

Lodging establishments (hotels and motels) require plan review to assure compliance with the North Carolina *Rules Governing the Sanitation of Lodging Facilities (15A NCAC 18A .1800)*, necessary to obtain an operations permit once construction is approved. A change in ownership requires application for a transitional permit.

<http://ehs.ncpublichealth.com/rules.htm>

NEW CONSTRUCTION

- Applications must include the following documentation
 - 1/4 scale drawing showing the placement of equipment in the facility, including any storage, laundry, continental breakfast areas*, trash can wash facilities, along with general plumbing, electrical, and mechanical and lighting drawings.
 - a room finishes schedule.
 - a site plan locating exterior equipment such as dumpsters or compactors and indicating the proposed connections to approved sewer and water connections.
 - City of Durham Building permit # _____
- ***Lodging facilities providing food service are required to submit a separate Food Service Establishment Plan Review Application. ****

EXISTING LODGING FACILITY (change in ownership)

- ***Lodging facilities providing food service are required to submit a separate Food Service Establishment Plan Review Application ****
- Transitional permits for lodging are only valid for 90 days.

NAME OF FACILITY _____

FACILITY ADDRESS _____
Street Address City State ZIP

PHONE (____) - _____ FAX (____) - _____ EMERGENCY (____) - _____

EMAIL ADDRESS _____

NAME OF OWNER _____

BILLING ADDRESS _____
Street Address City State ZIP

APPLICANT NAME _____ DATE: _____

*Continental Breakfast service is limited to the serving of bakery items, whole fruit, beverages, single service packaged items and single service utensils. Lodging facilities providing only continental breakfast, as defined above, do not require permitting as foodservice establishments.